



**U.S. Department of Housing and Urban Development**

Seattle Regional Office  
Seattle Federal Office Building  
Office of Community Planning & Development  
909 First Avenue, Suite 300  
Seattle, WA 98104-1000  
[www.hud.gov/washington.html](http://www.hud.gov/washington.html)

**AUG 20 2013**

Michael Look  
CDBG Administrator  
City of Seattle Human Services Department  
700 Fifth Avenue, Suite 5800  
Seattle, WA 98124-4215

Dear Mr. Look:

SUBJECT: Grant Closeout for Community Development Block Grant Recovery  
(CDBG-R) Funds; Grant No. B09MY530005

We have received the documents the city of Seattle submitted for the closeout of the grant for the Community Development Block Grant (CDBG) funds provided to the city under the American Recovery and Reinvestment Act of 2009. The city received \$3,263,057.00 in CDBG-R funds for the activities described in the city's 2008 Action Plan substantial amendment. Closeout of the grant after the completion of the funded activities is a requirement of the applicable program regulations at 24 CFR 570.509. HUD issued specific instructions for the closeout of CDBG-R grants in Notice CPD-12-004. Per HUD's closeout instructions, the city submitted the following:

- A copy of the final report in [FederalReporting.gov](http://FederalReporting.gov);
- Federal Financial Report (Standard Form 425);
- The Grant Closeout Agreement signed by the city's authorized representative;
- The CDBG-R Grantee Closeout Certification signed by the city's authorized representative; and
- A completed copy of the CDBG-R Closeout Checklist signed by the city's authorized representative.

We have reviewed these documents and, in consultation with city staff, have determined that the city of Seattle has met the criteria for the closeout of the CDBG-R grant. We have therefore signed the Grant Closeout Agreement and the CDBG-R Grantee Closeout Certification. Fully executed copies of closeout agreement and certification are enclosed for the city's records.

Please note the city must maintain records demonstrating compliance with the applicable program requirements for the CDBG-R funds. These records must be available for HUD review and audit purposes for at least four years from the date of the closeout of the grant. Any program income generated from the use of the CDBG-R funds will be treated as program income of the city's regular CDBG program.



We appreciate your assistance with the closeout of the city's CDBG-R grant. If you have any questions, please contact David Foster of our office at (206) 220-5368.

Sincerely,



John W. Peters  
Director  
Office of Community Planning  
and Development

Enclosures





U.S. Department of Housing and Urban Development  
Community Planning and Development

OMB Approval No. 2506-0193 (exp 1/31/2015)

Attachment: C

Community Development Block Grant – Recovery (CDBG-R) Program  
Grantee Closeout Certification

Grantee Name: City of Seattle

Grant Number: B09MY530005

The Grantee hereby certifies that: (1) the grant as described in the approved application has been performed in accordance with the terms and conditions of the executed Grant Agreement and applicable CDBG-R Grant Award and that there are no known outstanding programmatic or financial issues; and (2) all data provided below fairly reflects costs and sources of funds of the CDBG-R grant and are taken from HUD-approved reports and other project-related documents.

1. Grant amount authorized. \$ 3,263,057

2. Cumulative grant funds disbursed. \$ 3,263,057  
(Grantee should draw down amounts for any final audit costs or unsettled third party claims. Any such amounts not subsequently disbursed must be immediately reimbursed to HUD.)


3. Grant funds recaptured previously \$ 0.00

4. Balance of grant funds to be recaptured. \$ 0.00  
(These funds will be recaptured by HUD in order for the funds to be returned to the U.S. Treasury.)

  
Grantee Authorized Representative's Signature and Date

Dannelle R. Smith  
Typed Name of Signatory

Director  
Title

  
CPD Director Signature and Date

John W. Peters  
Typed Name of Signatory

Director, Community Planning and Development  
Title

AUG 20 2013

The above signature by HUD signifies approval of grant closeout.







U.S. Department of Housing and Urban Development  
Community Planning and Development

OMB Approval No. 2506-0193 (exp 1/31/2015)

GRANT CLOSEOUT AGREEMENT

For  
Entitlement Community Development Block Grant-Recovery Program

Between

U.S. Department of Housing & Urban Development  
Office of Community Planning & Development  
909 First Avenue, Suite 300  
Seattle, WA 98104-1000

AND

City of Seattle  
700 Fifth Avenue, Suite 5800  
Seattle, WA 98124

This agreement sets forth the terms and conditions associated with the closeout of HUD CDBG-R Grant **B09MY530005** dated August 7, 2009, and any applicable amendments. The City of Seattle certifies that, to the best of its knowledge:

- All activities as authorized by this grant and any applicable amendments have been completed as described in the grantee's final performance report dated 12-13-2012.
- During the administration of this award, no fraud, waste or mismanagement has occurred in carrying out the approved activities.
- All grant-financed costs associated with these activities have been incurred.
- Proper provisions have been made for the payment of all unpaid costs and unsettled third-party claims.
- The Department of Housing and Urban Development is under no obligation to make any payment to the City of Seattle in excess of the amount identified in the grant agreement.
- Statements and amounts set forth in the Federal Financial Report (SF-425) are true and accurate as of this date.

Further, the City of Seattle hereby acknowledges the remaining obligation(s) under the terms of the grant agreement and agrees as follows:

- All records and documents pertaining to this grant will be maintained for a period of 4 years after execution of this closeout agreement or the period required by other applicable laws and regulations related to *affirmatively furthering fair housing-24 CFR 570.506 (g)(1), Lead-Based Paint-Poisoning Prevention Act-24 CFR 570.608, Architectural Barriers Act and Americans with Disabilities Act—24 CFR 570.614, and the Uniform Relocation Act – 24 CFR 570.606.*

